



PIEDMONT TECHNICAL COLLEGE POLICY

POLICY NUMBER: 3-2-1040

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TITLE: Retention of Student Records

RELATED POLICY AND PROCEDURES: 3-2-1040.1 Retention of Student Records

DIVISION OF RESPONSIBILITY: Student Affairs/Academic Affairs

July 21, 2015 November 15, 2022 November 15, 2022
Date Approved by Area Commission **Date of Last Review** **Date of Last Revision**

It is the policy of Piedmont Technical College to maintain complete and accurate student records on all currently active students, previous students, and graduates according to the retention schedule set forth by the South Carolina Technical College System. The College protects the security, confidentiality, and integrity of student records.